

Executive Order
11-3438

23 April 1959

JFK
11/18/59

MEMORANDUM FOR: Mr. Bissell

SUBJECT : Office Space in the Administration Building

In accordance with our discussion prior to your trip to the Far East, I have arranged for your use of the Director's alternate office, the so-called "French Room", office number 325, whenever you wish to have an office available in this building. I have also arranged that [] can use a desk in room 329, which will be made available to her upon request. She will also be able to take any calls for you, on [] which is the 'phone already set up in the office.

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/s/ Lyman B. Kirkpatrick

Lyman B. Kirkpatrick
Inspector Generalcc: Mr. []
Mr. []
A/DDS

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EXECUTIVE SECRETARY FILE

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ORIGINAL FILE ONLY